

TOWN OF LYME
Select Board Meeting
April 27th, 2017
8:00AM

Town Office conference Room

Approved: May 3rd, 2017

The following people were present for part or all of the meeting: Select Board members: Jay Smith (Chair), Susan MacKenzie and Bradford Keith. Police Chief O'Keefe. Administrative Assistant, Dina Cutting. Community members: James & Patricia Jenks, Matthew Stevens, Jeff Lehmann. Attorney Jason Crance.

- 1 At 8:00 AM-Smith called the meeting to order
- 2 At 8:02AM Smith moved to enter non-public session in accordance with RSA 91: -A: 3 II. (d) Seconded by Mackenzie. Voted unanimously by roll call vote. Present for the meeting was: Smith, MacKenzie, Keith, James & Patricia Jenks, Jason Crance and Cutting. The board discussed various issue surrounding the option to lease the gravel pit located at 40 High Street.
At 8:35AM the board returned to public session.
- 3 MacKenzie moved to approve the public minutes of April 20th, 2017. Seconded by Smith. Voted 2 in favor with Keith abstaining because he was not present at this meeting.
- 4 Keith requested the next board meeting be scheduled for Wednesday May 3rd, 2017 he will not be unable to attend on Thursday. The sense of the board was to move this meeting to Wednesday May 3rd, 2017 at 8:00AM. Keith noted he had missed the meeting with Todd and will be contacting him to set up a discussion time.
- 5 Matter arising & new business:
 - Post Pond water height was reviewed. Smith explained the water height policy is no longer in effect. There was a brief discussion concerning the past issues at the Pond and the water height. The board will have the beaver dams checked as soon as possible.
 - Smith property: The board will be going for a site visit on Saturday May 6th, 2017 at 10:00AM. After this the Smith will need to schedule these meeting on a week day going forward.
 - The Select Boards quarterly report will be sent out on Listserve.
 - Mackenzie met with Right Angle Engineering for Hews Brook Bridge. They will help coordinate the Fairpoint and Eversource issues for this project.
 - Personnel Policy: MacKenzie will review the policy and come back with information pertaining to requiring DOT physicals for all CLD licensed drivers.
 - The Audit procedure was reviewed and discussed. Questions were noted. The board will meet via phone conference on Monday with the auditor.
- 6 9:05AM Smith moved to enter non-public session in accordance with RSA 91: -A: 3 II. (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Seconded by Mackenzie. Voted unanimously by roll call vote. Present for the meeting was: Smith, MacKenzie, Keith and Cutting. The board had a phone conference with Steven Whitley, Mitchell Municipal Services.
At 9:40AM the board returned to public session.

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- 7 Julie McCutcheon: McCutcheon reviewed various handouts concerning High school choice, tuition options and what she has presented as discrepancies and possible ways to save the Town money concerning high school tuition. She noted Mr. Valance, School principal had communicated with her that the school was developing a committee to investigate this subject and he has invited her to be a member of this committee. The board thanked her for her work and MacKenzie invited her to present this information to the Budget Committee at the July meeting.
- 8 Public Comment: None at this time
- 9 Manifest reviewed and signed in the amount of \$ 33,556.49.
- 10 Economic/Enterprise Committee charge: The board reviewed and discussed this charge. It was the sense of the board to advertise for members of this committee. Mackenzie moved to approve this committee charge. Seconded by Keith. Voted unanimously in favor.
- 11 Legislative Action Committee charge: The board reviewed and discussed, some changes were offered. Smith moved to approve this committee charge. Seconded by Keith. Voted unanimously in favor with changes noted.
- 12 Lyme Lawncare LLC contract was reviewed and signed by the board.
- 13 The Town of Lyme investment was reviewed and signed by the board.
- 14 Copier contract: Keith moved to have Smith sign this contract. Seconded by MaKenzie. Voted unanimously in favor.
- 15 Holt's Ledge Ordinance: MacKenzie moved to pass the Holt's Ledge ordinance as written. Seconded by Keith. A brief discussion of the ordinance took place. Keith noted he was concerned because he had not had a chance at the time of the Public Hearing to review the draft management plan submitted by the climbing group. The board discussed responsibilities and how long the posting of this area would last. This area will remain posted until the bolts are disabled, the vegetation study is completed and the Peregrines cautions are lifted. Keith noted it may be wise for the Town to consider selling this property in the future. The motion to pass the ordinance was voted unanimously in favor. Smith will prepare a public announcement for posting on the web site and list serve.
- 16 Review Job descriptions: Keith will have things ready to send out for review prior to the Wednesday meeting.
- 17 Committees & Commissions:
 - Recreation Commission: Discussed how to address the mess at the beach concerning the goose poop. Baseball signups went well and teams and games are all scheduled and teams are practicing.
 - Hewes Brook Bridge: MacKenzie reviewed the meeting with the engineer concerning the Hews Brook Bridge. The idea is for a special treated, compressed wooden bridge. Long lasting and weighs less. The deck should last 75 years and will cost 1/3 less than pre cast. The proposal will be put together and submitted this could save the town up to \$100,000.
 - Coffee hour: Keith meet with Holt's ledge climbers.
- 18 At 11:15AM Smith moved to enter non-public session in accordance with RSA 91A: 3 II (c) for the purpose of discussing matters which, if discussed in public, would likely affect

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adversely the reputation of any person. Seconded by Mackenzies. Voted unanimously by a roll call vote. Present for this non-public was Jay Smith, Susan MacKenzie, Bradford Keith and Dina Cutting. The board discussed pending taxes due.

The board moved in to public session at 11:45AM.

Smith moved to abate the balance of a 2015 and 2016 lien for a property owner.

Seconded by MacKenzie. Voted unanimously in favor.

- 19 At 11:45 MacKenzie moved to enter public session. Cutting stated if this was about her and what happened with the interview meeting on Wednesday she wished to stay in public session to discuss this.

MacKenzie noted the mistake of not posting the meeting on Wednesday involving the job interview. Cutting explained she had previously apologized for not posting this, admitted her mistake and noted it all in the minutes from the interview meeting. There was a discussion as to whether there should be minutes because the meeting was never warned. Cutting noted they should have minutes and note at this meeting that the meeting was not properly warned. Mackenzie felt that a memo Cutting sent to department heads was negative and directed to a specific employee. Cutting explained that it was not. The memo was generated from the Treasurer leaving items on her chair Wednesday afternoon for a Thursday morning meeting. Cutting explained there was not time to prepare what is needed for the meeting if items are handed to her at this late time. The cut off times for meeting agendas and manifests was Tuesday afternoon and that the board had previously agreed to this. MacKenzie felt this was negative and unwelcoming. Cutting reiterated that this memo was not meant to be negative and unwelcoming.

- 20 12:00PM Smith moved to enter non-public session in accordance with RSA 91: -A: 3 II. (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Seconded by Mackenzie. Voted unanimously by roll call vote. Present for the meeting was: Smith, MacKenzie and Cutting. The board had a phone conference with Brian Fogg, Sansoucy the Towns Utility Appraisal.
- At 12:32PM the board returned to public session.
- 21 Keith moved to offer a counter offer to TransCanada, this will be communicated to Steven Whitley of Mitchell Municipal Services. The board has given a deadline of the close of business on Tuesday May 2, 2017.

There being no further business the meeting was adjourned at 12:40PM.

Respectfully Submitted,

Dina Cutting